

- J O B A N N O U N C E M E N T -

POSITION TITLE: Case Manager – Senior Options **PCN:** 111722
(Non-Bargaining)

SUPERVISOR: Case Manager Supervisor **P.R.:** N12

RESPONSIBILITIES: Responds to high volume telephone calls from the general public and professionals who are requesting information and home care services for senior citizens residing within the county. Makes referrals and advocates on behalf of older adults and their families.

Completes initial assessment online for home care services and provides ongoing telephone case management services, in accordance with agency policies. Maintains records for program clients within a secured database. Must be able to work within a team environment.

Participates in case reviews and development of policies and procedures. Makes presentations, attends meetings and serves on committees. Continues education by attending workshops and in-service training activities. After 1 year becomes eligible to be certified as an information and referral specialist in Aging.

MINIMUM QUALIFICATIONS: Bachelor's Degree in Social Work or related field. LSW preferred. At least one-year experience working with older adults or demonstrated assessment/case management skills is desired. Knowledge of older adult service delivery network, preferred. Experience in word processing software is necessary for day-to-day program operations.

STARTING SALARY: \$18.90/hour, plus a comprehensive benefits package.
180 Day Probationary Period

DATE POSTED: Tuesday, March 6, 2012

DEADLINE TO APPLY: Monday, March 19, 2012

If interested, please go to www.franklincountyohio.gov/commissioners/hr and apply on-line.

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